

Report Outline and Reviewer Assignments
for
Director's CD-2/3a Review of NOvA
June 04-07, 2007

Executive Summary	<u>Ed Temple</u>
1.0 Introduction	<u>Dean Hoffer</u>
2.0 Science	<u>Heidi Schellman,</u> and All
3.0 Site and Building (WBS 1/2.1)	<u>Karen Hellman,</u> <u>Jeff Sims</u>
4.0 Commodities – Scintillator/Fiber/PVC (WBS 1/2.2, 1/2.3 & 1/2.4)	<u>Linda Stutte,</u> <u>Joe Ingrassia</u>
5.0 Extrusion Module Production (WBS 1/2.5)	<u>Alan Bross,</u> <u>Heidi Schellman</u>
6.0 Electronics, Trigger DAQ (WBS 1/2.6 & 1/2.7)	<u>Jonathan Lewis,</u> <u>Peter Wilson</u>
7.0 Far and Near Detector Assembly (WBS 1/2.8 & 2.9)	<u>Richard Boyce,</u> <u>Pat Hurh</u> <u>Charlie Cooper</u>
8.0 Accelerator Upgrades (WBS 1/2.0.1, 1/2.0.2)	<u>Thomas Roser,</u> <u>Rod Gerig</u>
9.0 NuMI Beamline Upgrades (WBS 1/2.0.3, 1.0.4) a) Beamline / Target Modifications b) Shielding	<u>Phil Martin,</u> <u>Sayed Rockni</u>
10.0 Cost and Schedule	<u>Bill Boroski,</u> <u>Dean Hoffer</u>
11.0 Project Management (WBS 1.9 & 2.10)	<u>Mike Lindgren,</u> <u>Ed Temple</u>
12.0 Charge Questions	
<u>TECHNICAL</u>	
12.1 Are the technical specifications clearly stated and documented?	<u>Schellman,</u> <u>Roser</u>
12.2 Can the design be built? Does the design meet the technical specifications? Is it a reasonable design?	<u>Schellman,</u> <u>Roser</u>
12.3 Does the baseline design meet the project's objectives (mission need)?	<u>Schellman,</u> <u>Roser</u>
<u>COST</u>	
12.4 Is the Work Breakdown Structure (WBS) appropriate for the project scope?	<u>Boroski,</u> <u>Hoffer</u>
12.5 Do the cost estimates for each WBS (or cost) element have a sound documented basis and are they reasonable?	
12.6 Does an obligation profile exist? How does it compare with the funding guidance?	

SCHEDULE	
12.7 Is the schedule well developed and appropriately structured by specifying relationships, predecessors, successors, critical path, resource loaded, etc?	<u>Hoffer</u> , Boroski
12.8 Are the durations for the activities and overall schedule reasonable and achievable with the assumed resources?	
12.9 Does the schedule contain appropriate levels of milestones, sufficient quantity of milestones for tracking progress and do they appear to be achievable?	
12.10 Does the schedule include activities for design reviews, which include assessment of the designs readiness for procuring prototypes, preproduction and production materials?	
MANAGEMENT	
12.11 Is there an appropriate management organizational structure in place to accomplish the design and construction?	<u>Lindgren</u> , Boroski
12.12 Is the organization structure well documented, responsibilities defined and appropriate for the scope of work?	
12.13 Are there adequate staffing resources available or planned for this effort?	
12.14 Is there a funding plan available or proposed to meet the resource requirements to realize the project?	
12.15 Has a Risk Plan been developed, risks identified, risks analyzed, risk responses planned/implemented, risk monitoring/control process established and do they seem appropriate?	
PROCUREMENT	
12.16 Have the critical procurements been identified and are they included in the schedule with adequate lead time built in?	<u>Ingraffia</u> , Lindgren
12.17 Have critical make vs. buy decisions been evaluated in conjunction with the scope and is that reflected in the baseline cost estimate, schedule and technical risk plan?	<u>Ingraffia</u> , Lindgren
12.18 Are the Project designs final and procurement packages prepared to the degree appropriate to order materials and initiate construction as scheduled?	<u>Ingraffia</u> , Lindgren

- Note underlined names are the primary writer.